# THE WOODLANDS TOWNSHIP \* THE WOODLANDS, TEXAS 77381 2801 Technology Forest Blvd. \* 281-210-3973 \* Web site www.thewoodlandstownship-tx.gov

		Legal description: VillageLotBlkSec
		Address:
2.1	Home/Garage	Owner:
	Construction	Phone (Res) :(Day):
	(e.g. Room Additions,	Fax:Other phone:
	Conversions &	E-mail:
	Remodeling etc.)	Estimated Start Date:
		Contractor Company Name:
	Application Form	Contractor's Phone:
		Contractor's Address:
		Contractor's E-mail:
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#### **HOW TO APPLY**

- 1. Complete and sign this application (please reference the Compliance Deposit / Inspection Fee Schedule).
- 2. Attach a scaled copy of the property survey noting the location of the proposed improvement, also to scale. If the survey is greater than 11"x17" please attach three copies.
- 3. Provide scaled elevation drawings with dimensions of the proposed improvement in 1/4" or 1/8" scale.
- 4. Attach three (3) copies of sealed plans, attachment details, dimensions and rear and side elevation drawings in 1/4" or 1/8" scale. Plans must be sealed by a licensed and registered structural engineer, licensed architect or A.I.B.D. / T.I.B.D. /N.C.B.D.C. designer (each page must have an original seal, dated and signed; and numbered e.g. 1 of 14).

#### Sealed Plans are required if the improvement includes:

- Construction of a home, garage or detached structure containing living area.
- Construction of an attachment containing (any of the following):
  - Living area (Living area is the floor space used for living purposes in the home, garage or detached building, including storage areas in the home, sunrooms, game rooms or guest/servants quarters).
  - Roofed area > 200 sq. ft.
  - Floored area elevated more than 30" above natural grade.
- Conversion of non living area to living area which exceeds 200 sq. ft. (e.g. attic and garage spaces).
- Structural remodeling of 200 sq. ft. or more of a home, garage or detached structure (containing living area).
- 5. Visit our web site to check the posted agendas of the Plan Review Committee meetings at www.thewoodlandstownship-tx.gov. Submission **does not** guarantee posting on the upcoming Agenda.

Gray Area For Office Use	APPLICANT INFORMATION - PLEASE PROVIDE THE FOLLOWING:				
	Are any trees over 6 inches in diameter as measured 2 feet from natural grade proposed for removal? (yes/no) If yes, how many? Please indicate the location of the trees on the scaled property survey.				
	Please describe what the proposed improvement will be used for				
	Will the proposed improvement enclose windows or doors (yes/no)				
	Specifications:  Existing Living Area sq. ft. + Proposed Living Area sq. ft. = <b>Total</b> sq. ft.  Please indicate where Existing Living Area sq. ft. originated from				
	Proposed additional Hard Surface Areasq. ft.				
Does the proposal include electrical wiring, plumbing (including gas lines)? Circle all that a					
A THE STATE OF THE	Enclosed storage space maintained? (yes/no) Will there be 120 sq. ft. of storage space available? (yes/no)				

**2.1 Home Garage Construction** Revised: June 11, 2012

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	What is the height of the foundation a	bove natural grade?		
	<ul> <li>BRICK Type:</li> <li>STONE Type:</li> <li>ROOF Type:</li> <li>STUCCO Type:</li> <li>ROOF STACKS &amp; VENTS: Location</li> <li>SCREENS: Color</li> </ul>	Color Matches dwelling? (yes/no)Color Matches dwelling? (yes/no)Color Matches dwelling? (yes/no)Color Matches dwelling? (yes/no) Color Matches dwelling? (yes/no) Color Location		
The unde		with the International Residential Code and the Residential andards of The Woodlands:		
	Pro	perty Address		
	Тур	e of Improvement		
Date of most rec	ent plans or revisions	Date of most recent plans or revisions		
lumber of Pages	<del></del>	Number of Pages		
ertifying Archite rinted Name	ect, Designer or Structural Engineer	Certifying Architect, Designer or Structural Engineer Printed Name		
ertifying Archite gnature	ect, Designer or Structural Engineer	Certifying Architect, Designer or Structural Engineer Signature		
cense Number	<u> </u>	License Number		

**2.1** Home Garage Construction Revised: June 11, 2012

#### OWNER CERTIFICATION AND HOLD HARMLESS AGREEMENTS

- 1. The information set out above and included with this Application is accurate and complete.
- 2. The improvements will be completed in accordance with the approved application.
- 3. The improvements will not affect existing surface water flows at the lot boundaries.
- 4. Agents or employees of The Woodlands Township have my permission to enter the property during normal business hours.
- 5. Construction is not to begin until approval has been received from the Plan Review Committee.

Owner understands that The Woodlands Township does not review plans for compliance with applicable laws or codes, and that it is the duty of the owner and the owner's contractors or consultants to design and construct the proposed improvements according to applicable laws, codes and sound practices. Owner hereby releases and agrees to hold The Woodlands Township, The Development Standards Committee, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements.

Owner Signature	Date	Contractor Signature (optional)	Date
NOTE: Construction		pleted within 120 days of Plan Approval	
Staff Approval Varification	(10101		
Staff Approval Verification Date Int	Int		
Committee Action		Supplemental Action	
(date) Approved Conditionally Approved	Deferred	Approved	(date) Deferred
Conditionally Approved	Returned	Approved Conditionally Approved	
Disapproved			
_	,		
2.1 Home Garage Construction		Parmit Page	_

**2.1 Home Garage Construction** Revised: June 11, 2012

### Waiver and Release of Liability: Covenants and Easements

Improvements, including but not limited to swimming pools, associated walls, decking, spas, room additions, and summer kitchens may not be located within a covenant easement, additional easement, or beyond a platted building line. Any improvement constructed within an easement without the consent of the easement holder is subject to removal by that easement holder. Any action by the Plan Review Committees as established in the Residential Development Standards, only applies to the Covenant Easements. The owner must contact the additional entities for approval within an easement. Placement of the improvements is at the owner's risk. <u>ALL EASEMENTS</u>, including but not limited to Covenants and Center Point Energy Easements must be verified and reflected on application materials, which includes but is not limited to surveys. Any improvements must comply with all Covenants and Easements.

### Homeowner/Contractor Checklist:

- Verify all Covenants and Easements applicable to your property.
- Ensure all Covenants and Easements are represented on your survey and associated materials.
- Clearly mark improvements in relation to the **Covenant Easement**.
- Clearly mark improvements in relation to the **CenterPoint Energy Easement**.
- Ensure all application materials accurately and completely account for these Covenants and Easements.

Owner understands that it is the duty of the owner and the owner's contractors, consultants, and/or agents to design and construct the proposed improvements according to applicable laws, code, and sound practices. In consideration of being able to propose residential improvements, Owner hereby releases, waives, discharges, covenants not to sue, and agrees to hold The Woodlands Township, The Plan Review Committees, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements and to indemnify the releasees and each of them from any loss, liability, damage, claim or demand, or cost on account of the proposed improvements.

Owner Signature	Date	Contractor Signature (optional)	Date

## Refundable Compliance Deposit

Owner:			Contractor:		
Address:					
Legal Description: Villag	e:		Lot	Block	Section
The Owner agrees that compliance deposit will inspections and condition portion thereof, comproject within 120 days	not be ref ons. Failur pliance de	unded unless the e to meet these posit. Failure t	he project has met all ne requirements may re o request the required	equirements sult in the fo inspections	s, including orfeiture of the entire and complete the
Owner Signature			Contractor Sign	nature (optic	onal)
Date Received:	Cash ch	eck #:	bv:		
			Staff Signa	ture	
Check request  Pay to:  Total Deposit Received	\$	Forfeiture	Reasor Fina App Othe Description:	n for refund and for refund and for refund and for refund and for refundation and for	and/or forfeiture: Received
Inspection Fee Paid Out	\$	<u> </u>	Department:	Covenant A	Administration
Forfeiture Amount	\$		Account Code:	100-2310	
Total To Be Refunded	\$				
Reviewed by:			date		
Authorized by:			date		
Accounting Manager:			date		

# The Woodlands Township Compliance Deposit Schedule

Pools and spas, Home/garage construction, garage conversion, room addition, attic conversion, cabanas, etc.\*

\$425 base compliance deposit \$75 for any additional improvements

Examples:

Pool \$425 + fire pit \$75 + pergola \$75 = \$575 total compliance depositRoom addition \$425 + attic conversion \$75 = \$500 total compliance deposit

Patio covers, pergola/arbor with electric and/or attached to homes, gazebo, etc.\*

\$125 base compliance deposit \$75 for any additional improvements

**Examples:** 

Patio cover \$125 + summer kitchen \$75 + fireplace \$75 = \$275 total compliance deposit Pergola \$125 + fire pit \$75 = \$200 total compliance deposit

Pergola/arbor with electric and not attached, fire pit, fireplace, summer kitchen, fountain, etc.\*

**\$75** base compliance deposit **\$75** for any additional improvements

**Examples:** 

Arbor \$75 + fountain/water feature \$75 = \$150 total compliance deposit

Fire pit \$75 + summer kitchen \$75 + pizza oven \$75 = \$225 total compliance deposit

Additional applications requiring inspection, i.e. generators, pool barriers, air conditioning units, outdoor spiral staircases, motorized awnings, etc.\*

**\$75** base compliance deposit **\$75** for any additional improvements

\*This list is not all inclusive. If you have questions on the required compliance deposit, please contact our office at 281-210-3973.